



The Chapel Gate staff will help you and your guests enjoy an evening party at the pool; we ask for your cooperation in following these guidelines. If posted pool operating hours are different, they will supersede these guidelines.

1. Parties are allowed Sunday through Friday evenings only; 5:30-8:30pm. During this time, the pool remains open to general membership.
2. Party reservations must be made at least one week in advance with club management. Only one party per evening is permitted. Only one party per membership is permitted per season. Party calendar and available dates are kept with the gate attendant.
3. There is a \$25 fee for parties in addition to applicable guest fees.
4. Be prepared to estimate the number of guests attending when making the reservation. A **maximum of 20 people** (including members and non-members) may attend. Adult to child ratio shall be 1:8 maximum.
5. Please inform party guests that they must check-in at the gate, providing their name and party host name.
6. A "rain date" will be scheduled only if your party is cancelled by the pool staff due to inclement weather. If a cancellation is necessary, pool staff will call you as early as possible.
7. If you wish, food may be ordered from the snack bar in advance of the party. Space can be made available in the snack bar's refrigerator and freezer if needed.

Day of Instructions:

8. Provide the gate attendant the completed Party Guest List (Page 2), indicating non-members. The gate attendant will check-in guests as they arrive; guest fees for non-members can be paid at the end of the party.
9. Party host is responsible for guests and their behavior. Please show consideration for club members while enjoying the facilities.
10. Party host is responsible to clean up the area and take any trash to the rear gate near the lower level parking lot. Staff can provide garbage bags and cleaning materials. Damage to club facilities will be the responsibility of the party host



Chapel Gate Board of Directors, May 2016

Party Host:

Date of Party:

Please list the first and last names of all members and guests planning to attend the party. Return this form to the gate attendant when you arrive on the evening of the party. Guest fees (\$3/ person) apply for non-members.

	Guest Name	Member	Non-Member
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